

## Mississippi Secretary of State

700 North Street P. O. Box 136, Jackson, MS 39205-0136

## ADMINISTRATIVE PROCEDURES NOTICE FILING

AGENCY NAME Department of Information Technology Services		CONTACT PERSON Martha Pemberton	TELEPHONE NUMBER 601-359-2743	
ADDRESS 301 North Lamar Street, Suite 508		CITY Jackson	STATE MS	ZIP 39201
EMAIL Martha.Pemberton@its.ms.gov	SUBMIT DATE 6/8/10	Name or number of rule(s): ITS Public Records Policy and Procedures		

Short explanation of rule/amendment/repeal and reason(s) for proposing rule/amendment/repeal: ITS, as custodian of state data created and owned by customer agencies, is statutorily mandated to maintain confidentiality of data and all employees are Confidentiality Officers. Public Records Policy requires language to reflect this change.

Specific legal authority authorizing the promulgation of rule: MS Code Section 25-53-51 et seq.

List all rules repealed, amended, or suspended by the proposed rule: Previous ITS Public Records Procedures, published in ITS Handbook at Section 019-010

## ORAL PROCEEDING:

☐ An oral proceeding is scheduled for this rule on Date: \_\_\_\_\_ Time: \_\_\_\_\_ Place: \_\_\_\_\_

☒ Presently, an oral proceeding is not scheduled on this rule.

If an oral proceeding is not scheduled, an oral proceeding must be held if a written request for an oral proceeding is submitted by a political subdivision, an agency or ten (10) or more persons. The written request should be submitted to the agency contact person at the above address within twenty (20) days after the filing of this notice of proposed rule adoption and should include the name, address, email address, and telephone number of the person(s) making the request; and, if you are an agent or attorney, the name, address, email address, and telephone number of the party or parties you represent. At any time within the twenty-five (25) day public comment period, written submissions including arguments, data, and views on the proposed rule/amendment/repeal may be submitted to the filing agency.

## ECONOMIC IMPACT STATEMENT:

☒ Economic impact statement not required for this rule. ☐ Concise summary of economic impact statement attached.

TEMPORARY RULES	PROPOSED ACTION ON RULES	FINAL ACTION ON RULES
_____ Original filing _____ Renewal of effectiveness To be in effect in _____ days Effective date: _____ Immediately on _____ Other (specify): _____	<b>Action proposed:</b> _____ New rule(s) _____ Amendment to existing rule(s) _____ Repeal of existing rule(s) _____ Adoption by reference <b>Proposed date of adoption:</b> _____ 30 days after filing _____ Other (specify): _____	<b>Action taken:</b> X _____ Adopted with no changes in text _____ Adopted with changes _____ Adopted by reference _____ Withdrawn _____ Repeal adopted as proposed <b>Effective date:</b> X _____ 30 days after filing _____ Other (specify): _____

Printed name and Title of person authorized to file rules: David L. Litchlitter, Executive Director

Signature of person authorized to file rules: *David L. Litchlitter*

OFFICIAL FILING STAMP	DO NOT WRITE BELOW THIS LINE OFFICIAL FILING STAMP	OFFICIAL FILING STAMP
<div style="border: 1px solid black; height: 100px; width: 100%;"></div> Accepted for filing by	<div style="border: 1px solid black; height: 100px; width: 100%;"></div> Accepted for filing by	<div style="border: 1px solid black; padding: 10px; text-align: center;"> <b>FILED</b>              JUN 8 2010              MISSISSIPPI              SECRETARY OF STATE           </div> Accepted for filing by <span style="float: right;"><i>CB</i></span>

The entire text of the Proposed Rule including the text of any rule being amended or changed is attached.